


DATE: November 5, 2009

TO: Authorized Representatives of the Child and Adult Care Food Program (CACFP)
- Outside of School Hours Care Centers Component

FROM: Ellen Sullivan, Interim Director 
Community Nutrition Programs

SUBJECT: Expanded Reimbursement Eligibility for Suppers within the "At Risk" After School Care Center Component

We are pleased to announce that Wisconsin has become eligible to receive reimbursement authority for "At-Risk" After School suppers under the CACFP. The Agriculture, Rural Development, Food and Drug Administration and Related Agencies Appropriations Act, 2010, which was signed into law October 21, 2009, expanded the program to include Wisconsin. Approved "At Risk" After School Care sites may now be reimbursed for up to one snack and one supper per child served afterschool, or with State Agency approval, on weekends and holidays.

In order to be approved to receive reimbursement for suppers, your agency must submit a CACFP contract amendment via the on-line contract renewal process. Please refer to the CACFP Internet Application manual found at: <http://dpi.wi.gov/fns/cacfpapps.html> for instructions on submitting on-line CACFP contract renewals to update your contract for approval to claim suppers.

Your agency must enter new sites for each location that will become an "At Risk" After School Care site; please specifically refer to the following of the CACFP Internet Application manual:

- Page 5, #4 "At-Risk After School Hours Care Sites Only:"
- Page 30, #5b for "At Risk Sites:"
- Page 31, section "To add a new site:"

Retroactive approval to receive reimbursement for suppers back to October 21, 2009 will only occur if the following conditions are met:

- Meal Pattern requirements are met for all suppers to be eligible for reimbursement, as shown by dated menus and daily production records.
- Meal counts of children served suppers are recorded at the point-of-service.
- Your agency has submitted its contract amendment requesting for supper reimbursement. *You must add suppers within the Site Meal Information page of the on-line contract.* DPI must approve your amended CACFP contract by no later than November 30, 2009 to be eligible for supper reimbursement back to October 21, 2009.

Participation in the "At Risk" After School Care Center component of the CACFP requires the institution to be a school or child care center located in the attendance area of a school in which at least 50 percent of enrolled children are eligible for free or reduced price school

meals. The center must provide after school hour care and education or enrichment activities. Please refer to the enclosed "Child and Adult Care Food Program – "At Risk" After School Care Centers" fact sheet for further information on participation in the After School "At Risk" component.

If you have questions, please contact your assigned Community Nutrition Program consultant per the CACFP Regional Contact Map, located at <http://dpi.wi.gov/fns/cacfpapps.html>.

Enclosure

**CHILD AND ADULT CARE FOOD PROGRAM
"At-Risk" After School Care Centers**

FACT SHEET

What are "At-Risk" After School Care Centers in the Child and Adult Care Food Program?

The Agriculture, Rural Development, Food and Drug Administration and Related Agencies Appropriations Act 2010 expanded the Child and Adult Care Food Program (CACFP) to provide cash reimbursement for suppers and snacks served to children and youth through age 18 in after school care centers located in low-income neighborhoods.

USDA regulations define an at-risk after school care center as one that provides nonresidential child care to children after school through an approved after school care program located in an eligible area. However, an emergency shelter may participate as an at-risk after school care center without regard to location.

Which Centers Can Provide CACFP At-Risk After School Suppers and Snacks?

The center must operate an after school program which:

- Provides care after school hours, on weekends, and holidays during the **regular** school year, in an organized, structured, and supervised environment (Afterschool suppers and snacks can be served year-round through the CACFP if an at-risk center is located in the attendance area of a school operating on a year-round schedule);
- Includes educational or enrichment activities; and
- Is located in a geographic area served by a school in which 50 percent or more of the enrolled children are eligible for free or reduced-price school meals.

At-risk after school care centers may be operated by public, private nonprofit (Federal tax-exempt), and for-profit organizations that operate an eligible after school care program as defined in the paragraph above, and meet other CACFP requirements as applicable.

Who Benefits?

School age children/youth are eligible to participate through age 18. Youth who are 18 at the start of the school year are eligible until the end of that school year. Reimbursement may also be claimed for individuals regardless of age who meet the definition of "Persons with disabilities."

Eligible Sites

To be eligible, a site must be located in the attendance area of an elementary, middle, or high school in which at least 50 percent of the enrolled children are certified eligible for free or reduced-price school meals, based on the most recent **September** data. Once established, this eligibility remains in effect for five years. Area eligibility may also be extended to sites that don't meet the 50 percent requirement if the site can show that the majority of children at the after school care center come

from schools where at least 50 percent of the enrolled children are eligible for free or reduced-price meals.

A site does not have to offer formal child care, and there is no Federal requirement for licensing. If the State of Wisconsin or local jurisdiction **does** require licensing, then the site would need to be licensed in order to participate. Sponsors should contact the regional office of the Department of Children and Families, Bureau of Early Care Regulation, in regard to issues involving the need for a child care license.

If licensing is not required, a site needs to meet State or local health and safety standards. Required documentation consists of: (1) a copy of the current occupancy permit; (2) a copy of the current fire inspection report and length of validity; (3) a copy of the most recent health department inspection report, or certification that there are no applicable local health standards; and (4) certification from the City or County human (social) services that there is no local requirement for the site to be licensed for group child care services.

Meal Service

All participating sites must serve suppers and snacks that meet the CACFP meal pattern requirements as defined in Program regulations. Sites may claim for up to one snack and one supper per child per day for reimbursement. Sites must maintain a nonprofit food service.

Reimbursement

Program payments to participating sites are limited to the number of suppers and snacks served to eligible children/youth multiplied by the free rate of reimbursement. **The free rate of reimbursement effective July 1, 2009 through June 30, 2010 for suppers is \$2.68 and for snacks is \$0.74.**

** Cash-in-Lieu of Commodities – A cash reimbursement of \$0.1950 for each supper served will be paid this fiscal year.*

**Sites cannot receive benefits of reimbursement for adults
or for more than one supper and snack per child per day.**

Administering Agency

In Wisconsin, the CACFP is administered by the Department of Public Instruction. For additional information call (608) 267-9129, visit <http://dpi.wi.gov/fns/index.html>, or write to:

Community Nutrition Programs
Department of Public Instruction
PO Box 7841
Madison, WI 53707

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